

## CITIZENS' EQUAL OPPORTUNITY COMMISSION

MINUTES
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MEETING DATE: Wednesday, June 4, 2008  
TIME: 6:00 P.M.  
PLACE: City Administration Building  
202 C Street, 12<sup>th</sup> Floor Committee Room  
San Diego, CA 92101

**ATTENDANCE:** Commissioners:  
Bradford Barnum, Daniel Salas, Alden Salcedo, Jonathan Schneeweiss,  
Dr. Shirley Weber, Debbie Day, Eileen Chaske

Outside Agencies: None

**MAYOR'S STAFF:** Sanna Singer-City Attorney, Hildred Pepper-P&C Director, Beryl  
Rayford-EOC Program Manager, Ramone Lewis-EOC Sr. Management  
Analyst

**PUBLIC SPEAKERS:** Ms. Roz Winstead

**Item 1. CALL TO ORDER:**

The meeting was called to order at 6:23 p.m. by Chairperson Dan Salas

**Item 2. APPROVAL OF May 14, 2008 MINUTES & TODAY'S AGENDA:**

**MOTION:** To approve the May 14, 2008 Minutes with changes by Chairperson Dan Salas.

Made by: Dr. Shirley Weber, PhD  
Second by: Bradford Barnum

**VOTE: PASSED-** (Yea-7; Nay-0)

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**Item 3. PUBLIC COMMENT:**

Ms. Roz Winstead:

Submitted a handout entitled **“CEOC – June 4, 2008”**.

Ms. Winstead spoke from the submitted handout regarding the following issues:

- Monthly Updates
- 2007 “Drop the Ball” Items
- City of San Diego EO Performance Data from Public Record Act Requests
- Minor Construction
- SCOP
- Design/Build
- General Requirement Contracts/GRC’s
- Concern over reason for June 5, 2008 meeting and feasibility study
- Questioned appointment of Commissioners

Commissioners:

Discussion was broached regarding “Brown Act” applicability as relates to Mr. Barnum’s prior request for the proposed June 5, 2008 meeting with Franklin Lee.

**Item 4. ACTION ITEMS:**

NONE

**Item 5: DISCUSSION ITEMS:**  
**(a) Matters for report/discussion**

Beryl Rayford updated the Commissioners on the following:

**City Council Policy #300-10 Equal Opportunity in Employment and Contracting**

Commissioner Weber requested:

In the future to have reports being discussed at scheduled CEOC Meetings to be provided to Commissioners prior to meetings. Ms. Weber additionally requested strikeout copies and originals to be provided when being referenced.

Beryl Rayford assured Commissioners:

She will provide them with the Original Copy and a strike-out copy of City Council Policy #300-10. Ms. Rayford also agreed to provide Commissioners with copies of the Municipal Code and how it relates to CEOC.

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Commissioner Salas requested:

Expressed the need to be provided only "Policy Issues" as the Municipal Code has already been provided to current Commissioners.

**– Commission Bylaws**

Commissioner Salas agreed:

To bring a copy of the CEOC Bylaws and the Minutes that denotes passing of the current Bylaws for the Commission to modify based on future discussions.

**– Commission Meeting Schedule**

Commissioner Salas questioned:

The need to discuss the meeting schedule.

Beryl Rayford suggested:

That due to limited support staff for CEOC, then the Commission may want to give consideration to only conducting one (1) meeting per month after June 2008.

Commission Salas stated:

He desires to change the perception the City has of the CEOC and desires to continue having the Business Meeting on the first Wednesday of each month as well as one Planning Session each month.

Commissioner Day made suggestions to:

Invite contractors attend day meetings since that time is more convenient for the working contractor.

**– Definition of DVBE**

Beryl Rayford read:

The definition of DVBE, as previously promised by Debra Fischle-Faulk and continued discussion for a later meeting when Dr. Young is present.

**(b) Commissioner Reports**

Commissioner Schneeweiss requested:

An update on the Outreach Program for The San Diego Bar Association

Beryl Rayford informed:

Commissioners she will call them with a meeting time. After discussion, a decision was made that August or September is the most desirable time frame for updating The San Diego Bar Association.

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Commissioner Weber requested:

That the regular CEOC Agenda be modified to include an additional item entitled "Commission Wants Data" as a way of remembering data requests made at meetings.

**Item 6: CITY ATTORNEY REPORT:**

Deputy City Attorney, Sanna Singer presented:

A verbal report to clarify "targeted" versus "specific" outreach as referenced in the Memorandum by Mr. Franklin Lee's February 6, 2008 to Debra Fischle-Faulk regarding "Recommended Amendments to Subcontracting Outreach Program".

Commissioner Chaske requested:

That EOC staffing level reports be provided to the Commission regularly.

Commissioner Schneeweiss requested:

Data on outreach measures taken by EOC. His concern is that outreach should target diverse populations to reflect the community. Commissioner Schneeweiss requested that in September the Commission be provided outreach-efforts data collected up to that point, no matter what it looks like.

Commissioner Salas requested:

To receive, at July's meeting, data on awarded contracts identifying whom they were let to and the dollar amounts of each contract.

Beryl Rayford committed:

To bring some data to the Commission in July.

Commissioner Schneeweiss requested:

The following action item to be placed on the next CEOC Meeting Agenda to get a full picture of bidding versus awards on contracts:

1. 2008 Application information-
  - a. Who took out plans,
  - b. Who bid,
  - c. How many contracts have been let,
  - d. To whom contracts have been let,
  - e. How much money the contracts are worth.

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Commissioner Salas requested:

To have the above-mentioned information on the next meeting Agenda and reported at the next CEOC meeting regardless of the totality of the report and even if the report contains information only on low bidders.

**Item 7: CHAIRS REPORT:**

**NO ACTION.**

**Item 8: ADJOURNMENT:**

**MOTION:** Motion to adjourn at 8:10 p.m.

Made by: Bradford Barnum  
Second by: Jonathan Schneeweiss  
(Yea-7; Nay-0)

**VOTE: PASSED-**